

**Performance Work Statement
National Environmental Policy Act (NEPA) Compliance for the Integrated Consultation on
the Coordinated Long-term Operation of the Central Valley Project (CVP) and State
Water Project (SWP) with the Bay Delta Conservation Plan (BDCP)**

Dated: July 16, 2014

1.0 Background

The Bay Delta Conservation Plan (BDCP) is a comprehensive conservation strategy for the Sacramento–San Joaquin Delta (Delta) that includes new water conveyance, among other conservation measures, to advance the planning goal of restoring ecological functions of the Delta and improving water supply reliability in the state of California. The conservation strategy is designed to restore and protect ecosystem health, water supply, and water quality within a stable regulatory framework. The BDCP reflects the outcome of a multiyear collaboration between public water agencies (including Reclamation and the California Department of Water Resources [DWR]), fish and wildlife agencies (including the U.S. Fish and Wildlife Service [USFWS] and the National Marine Fisheries Services [NMFS]), nongovernment organizations, agricultural interests, and the public. The Draft BDCP was released for public comment in December 2013. A draft Environmental Impact Report (EIR)/Environmental Impact Statement (EIS) for the BDCP was also released for public review and comment in December 13, 2013.

Several compliance documents must first be obtained and procedural requirements met prior to Reclamation signing a Record of Decision on the BDCP. For Reclamation, decisions will involve implementing portions of the BDCP, and potentially executing financing agreements. In order to make these decisions, decision-makers must ensure that their actions comply with applicable federal laws and policy and account for the time needed to issue permits and comply with these requirements. This includes National Environmental Policy Act (NEPA) compliance, as well as compliance with Section 7 of the federal Endangered Species Act (ESA).

Review of the potential impacts of the alternatives under NEPA must be completed on the entirety of the CVP and SWP coordinated operation in conjunction with implementation of the BDCP (which includes new water conveyance facilities and large-scale habitat restoration in the Delta) in order to determine the overall effects of the proposed action. New conveyance and habitat restoration resulting from implementation of the BDCP needs to be considered within the context of operation of the CVP and SWP system as a whole.

The NEPA compliance documentation on the entirety of the CVP and SWP with new conveyance and habitat restoration will be based on the most recent NEPA and ESA Section 7 compliance documentation assembled for the coordinated long-term operation of the CVP and SWP. The NEPA and ESA Section 7 compliance documents associated with the remanded biological opinions (BOs) are the most recent documents prepared by Reclamation and DWR that address coordinated long-term operation of the CVP and SWP. These environmental compliance documents address the Federal court concerns stemming from the litigation on 2008/2009 ESA Section 7 consultations on the coordinated long-term operation of the CVP and SWP.

2.0 Scope

Purpose and Scope: The purpose of this Performance Work Statement (PWS) is to define the tasks and deliverables for the Contractor to develop environmental compliance documentation on the coordinated operation of the CVP and SWP including implementation of the BDCP in accordance with NEPA as amended, the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA (40 Code of Federal Regulations (CFR) Part 1500-1508), the Department of Interior's (DOI) regulations for implementing NEPA (43 CFR Part 46), and the Bureau of Reclamation (Reclamation) NEPA Handbook dated February 2012). The required environmental compliance documentation includes an Environmental Impact Statement analyzing the impacts of the coordinated long-term operation of the CVP and SWP, including new water conveyance facilities and large-scale habitat restoration as proposed by the BDCP in the Delta. The required analyses and resultant documentation must be completed in accordance with NEPA.

The geographic scope of the work is throughout the State of California. Between 75-80 percent of the work will be completed in the Sacramento area.

3.0 Type of Contract

The government will award a Firm Fixed Price Purchase Order from IDIQ Contract. Pricing should be per task.

4.0 Period of Performance

The period of performance shall be five (5) years from the date of contract award.

5.0 Administrative Information

- ☐ Contractor will sign a non-disclosure agreement with conditions related to access and handling of classified information.
- ☐ Government will not furnish any property, services, utilities, etc.
- ☐ All deliverables (other than invoices) shall be delivered to the Contracting Officer's Representative (COR) at Reclamation's Bay-Delta Office on the specified due dates listed below.
- ☐ All electronic deliverables to be posted externally will be Section 508 Amendment to the Rehabilitation Act of 1973 compliant.
- ☐ All electronic deliverables to be posted and all materials made available to the general public will meet Reclamation's Visual Identity Standards.
- ☐ All draft electronic deliverables shall be MS Word and all final deliverables will be in both MS Word and PDF formats.

5.1 Recognized Holidays:

New Year's Day
Martin Luther King Jr.'s Birthday
President's Day
Memorial Day
Independence Day

Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Christmas Day

5.2 Hours of Operations

The Contractor must at all times maintain an adequate workforce for the uninterrupted performance of all tasks defined within this PWS.

5.3 Place of Performance

The work to be performed under this contract shall be performed at the Contractor's facility and other places appropriate for meetings and public outreach.

5.4 Security

Contractor personnel performing work under this contract shall sign a non-disclosure agreement at time of award of the contract.

5.5 Data Rights

The following FAR clause 52.227-14 applies to all data for this project: FAR Part 27, Subpart 27.4 -Rights in Data and Copyrights. Specifically: 27.401-1 Unlimited rights data.

6.0 Deliverables

The Contractor shall develop a project and deliverables schedule no later than one (1) month after contract award that completes the NEPA compliance on the coordinated long-term operation of the CVP and SWP with implementation of the BDCP. The schedule is subject to change based on unforeseen conditions. The performance period of this contract shall be five (5) years from date of award.

Table 6.1 Schedule of Deliverables and Performance Period

Deliverable Description	Due Date
Task 1 - Public Involvement	
Draft and Final Stakeholder and Public Involvement Plan	1 month after contract award
Stakeholder Meeting Materials	3 months after contract award
Draft and Final NOI	3 months after contract award
Draft and Final Public Scoping Meeting Presentation and Materials	4 months after contract award
Court Reporter Transcripts	1 month after public scoping meetings
Draft and Final Public Scoping Issues TM	2 months after public workshops
Draft and Final Public Workshop Presentation and Materials	Due at time of public workshops within 10 months of award
Draft and Final Public Workshop Summaries	1 month after public workshops (12 months after contract award)

Deliverable Description	Due Date
Task 2 - Alternatives Development	
Draft and Final Purpose and Need Statement	1 month after contract award
Draft and Final Background	2 months after contract award
Draft and Final Project Description	4 months after contract award
Draft and Final Development of Alternatives TM	6 months after contract award
Task 3 – Draft Environmental Impact Statement	
Draft and Final Analytical Tools List	2 months after contract award
Draft Cumulative Effects Methodology Memorandum	4 months after contract award
Draft Mitigation Measures TM	8 months after contract award
Administrative Draft EIS	9 months after contract award
Backcheck Draft EIS	10 months after contract award
Print-Ready Draft EIS	11 months after contract award
Public Draft EIS	12 months after contract award
Draft and Final Notice of Availability	12 months after contract award
Task 4 – Administrative Record	
Administrative Record Outline	1 month after contract award
Administrative Record Technical Memorandum	2 months after contract award
Complete Administrative Record	13 months after contract award
Task 5 – Project Management	
Draft and Final PMP and Schedule	2 months after contract award
Monthly invoices/progress reports	By the 10 th of the month for the preceding month's work
Meeting agendas, materials, notes	2 days preceding a meeting for agendas and materials, 5 days after a meeting for notes
Task 6 Optional – Final Environmental Impact Statement	
Comments/Response Summary	2 months after conclusion of public comment period
Administrative Final EIS	6 months after conclusion of public comment period
Backcheck Final EIS	7 months after conclusion of public comment period
Print-Ready Final EIS	8 months after conclusion of public comment period
Final EIS	9 months after conclusion of public comment period
Draft and Final Notice of Availability	9 months after conclusion of

Deliverable Description	Due Date
	public comment period
Task 7 Optional – Record of Decision	
Draft and Final Record of Decision	1 month after publication of Final EIS
Task 8 Optional – Administrative Record	
Complete Administrative Record	27 months after exercise of option
Task 9 Optional – Project Management	
Additional revisions to Final PMP and Schedule	2 month after exercise of option
Additional monthly invoices/progress reports	By the 10 th of the month for the preceding month's work
Additional meeting agendas, materials, notes	2 days preceding a meeting for agendas and materials, 5 days after a meeting for notes
Task 10 Optional – Environmental Permitting Support	
Draft and Final Permit Application Packages	3 months after publication of Final EIS

7.0 Government-Furnished Property

No Government-Furnished Property will be furnished for this contract.

8.0 Objectives

- Complete all NEPA documentation associated with the Purpose and Scope
- Complete and assist in public involvement associated with NEPA activities described in Purpose and Scope
- Complete the Administrative Record associated with the NEPA activities described in Purpose and Scope

9.0 Tasks

Description of Work:

The objective is to develop environmental compliance documentation in accordance with NEPA for the coordinated long-term operation of the CVP and SWP, which includes new water conveyance facilities and large-scale habitat restoration in the Delta as proposed by the BDCP. The term of the EIS would be until 2060. Documentation shall include an Environmental Impact Statement (EIS) and Record of Decision (ROD). In addition, the documentation shall address compliance with the National Historic Preservation Act, and other requirements and supporting documentation. The environmental documentation shall include an analysis of impacts associated with the coordinated operation of the CVP and SWP, and may address specific Reasonable and Prudent Alternative (RPA) actions from the 2008/2009 USFWS and NMFS

biological opinions (or revisions or alternatives to those RPA actions), BDCP actions within the Delta (i.e., new conveyance facilities and associated operations and implementation of conservation measures such as large-scale habitat restoration), potential actions outside of the Delta to address issues such as climate change and potential cumulative impacts.

Because the EIS will address joint operation of the CVP and SWP, DWR will provide needed cooperation and expertise through Reclamation to the Contractor.

This PWS includes activities associated with:

- ☐ Preparation of environmental compliance documents and associated public outreach,
- ☐ Surface water and groundwater modeling,
- ☐ Biological and economic modeling,
- ☐ Agency and stakeholder coordination, and
- ☐ Technical issues and permitting support.

Tasks and Deliverables:

The following tasks are presented in groupings associated with a base contract amount through development of a Public Draft EIS and associated efforts (Tasks 1 through 5) and one Option through development of a Final EIS and ROD and associated efforts (Tasks 6 through 10).

Task 1: Public Involvement

Subtask 1.1 - Stakeholder Coordination and Facilitation

The Contractor shall prepare a draft and final Stakeholder and Public Involvement Plan which sets forth the anticipated involvement of stakeholders and the public. The Contractor shall support Reclamation as necessary to coordinate with project stakeholders, USFWS, NMFS, and NEPA cooperating agencies. At the beginning of the project, the Contractor shall conduct an anticipated eight (8) meetings with stakeholders to discuss technical issues associated with NEPA review. The Contractor shall facilitate meetings, provide technical materials, and complete meeting summaries for all meetings. In addition, the Contractor shall provide Reclamation with a list of potential NEPA cooperating agencies, including why those agencies have jurisdiction by law or special expertise with respect to this project's impacts or alternatives. Once this list has been finalized with Reclamation's input, the Contractor shall draft a letter inviting potential cooperating agencies to participate in the development and/or review of the EIS. Throughout EIS development, the Contractor shall coordinate with Reclamation to ensure that the cooperating agencies and other stakeholder's input is considered and addressed, as appropriate through the use of draft press releases, e-mail messages, postcards or other information gathering techniques.

Subtask 1.2 - Public Scoping Meetings

The Contractor shall develop a draft and final Notice of Intent (NOI) to initiate the public scoping period. The Contractor shall assist Reclamation in preparing and conducting public scoping meetings for the EIS. It is anticipated that six (6) scoping meetings will be held, four (4)

in or near Sacramento and/or the Delta, one (1) in northern California, and one (1) in Southern California. The Contractor shall coordinate pre-meeting planning activities; define meeting objectives and format; prepare notifications, handouts, poster boards, presentations, e-mails, draft and final press releases, and other presentation materials; assist presenters with presentation materials; coordinate meeting logistics; and attend scoping meetings. The Contractor shall work with Reclamation to finalize activities and materials.

Completion of public scoping activities shall be coordinated with Reclamation's Public Affairs Office in accordance with established schedules. The Contractor shall document scoping comments received during the public scoping meetings and prepare and submit to Reclamation a Scoping Issues Technical Memorandum (TM). The Scoping Issues TM shall include a summary matrix of the issues raised in the comments received on the NOI and during the scoping meetings.

Subtask 1.3 - Draft EIS Public Workshops

The Contractor shall assist Reclamation in preparing up to four (4) public workshops following the release of the Draft EIS; one (1) or two (2) in or near Sacramento and/or the Delta, one (1) in northern California, and one (1) in the Central Valley. The Contractor shall coordinate pre-meeting planning activities; define objectives and format; determine locations; prepare notifications, press releases, e-mails, handouts, comment cards, poster boards, presentations, and other presentation and information gathering materials; assist presenters with presentation materials; coordinate meeting logistics; arrange for a certified court reporter to attend and create a verbatim transcript of any formal presentation or hearing that may occur at any of the workshops; provide court reporter transcripts; attend workshops; track comments; document workshops; and prepare workshop summaries. The meeting materials may need to be translated in Spanish and other languages depending on the target communities that may be impacted by the project. The Contractor shall submit draft documents and materials and work with Reclamation to finalize activities and materials.

Task 1 Deliverables: (All final electronic versions will be 508 compliant for placement on a website)

- 1) Draft and Final Stakeholder and Public Involvement Plan - electronic copy
- 2) Draft and Final NOI - electronic copy
- 3) Draft and Final Public Scoping Issues TM - one (1) hard copy, electronic copy
- 4) Draft and Final Public Scoping Meeting, Workshop, and Hearing Presentation – electronic PowerPoint version, and hard copies for handouts (up to 500).
- 5) Draft and Final Public Meeting Materials - drafts as electronic versions, finals as poster boards, 10-page hard copy handouts (up to 500), etc.
- 6) Draft and Final Stakeholder Meeting Materials - drafts as electronic versions, finals as hard copy 10-page handouts (up to 500 copies), etc.
- 7) Draft and Final Court Reporter Transcripts of scoping meetings and Draft EIS Hearings
- 8) Draft and Final Public Workshop Summary TMs - One (1) hard copy, electronic copy

Task 2: Alternatives Development

Subtask 2.1 - Purpose and Need and Background

The Contractor shall provide a project background that concisely and clearly explains the CVP and SWP purposes and the consultation history and associated litigation. The Background should also explain the connection of the operation of the CVP/SWP in association with the execution of the BDCP. Background information should include Reclamation's authorization for implementing the action, the study area, study period, list of approvals and the EIS organization.

The Contractor shall develop a brief Purpose and Need (P&N) Statement for the proposed action that provides information not stated in the rest of the EIS. The P&N Statement should describe the need as the broader underlying social need to which the agency is responding. The specific objectives of the proposed action shall also be described in the P&N Statement. The P&N Statement should serve as a screening criterion for determining which alternatives are reasonable and prudent. The Contractor shall provide the draft P&N Statement to Reclamation for review, and shall include the revised statements in the Project Description TM.

Subtask 2.2 - No Action Alternative Development

The Contractor shall describe the No Action Alternative. The No Action should be based on the operations moving forward into the future without the proposed action. Prior to completion of Subtask 2.2, the Contractor shall ensure that adequate preliminary Affected Environment/Baseline information has been collected and developed to support preparation of a complete No Action Alternative description. The Affected Environment/Baseline are further described and developed to support Subtask 3.1. The No Action Alternative should describe the future conditions without the project at 2060. The Contractor shall describe how the No Action Alternative is different from conditions that exist at the point in time when the NOI is published. If differences exist, the EIS shall include comparisons of the alternatives to both the existing conditions and the No Action Alternative. The Contractor shall coordinate closely with Reclamation to develop the No Action Alternative.

Subtask 2.3 - Alternatives Development and Screening

The Contractor shall describe a sufficient range of alternatives to the RPA, including the description of the environmentally preferable alternative. The range of alternatives shall consider comments from public scoping, Reclamation and other stakeholders, and previously developed documents associated with operation of the CVP and SWP with the BDCP. The Contractor shall develop and implement screening criteria and a screening process to narrow the range of alternatives that will proceed into the detailed impact assessment. The screening criteria shall include, but are not limited to, factors such as meeting the P&N, engineering and economic feasibility, environmental effects, effectiveness, and socioeconomic effects. The Contractor shall apply the screening process to narrow the range of alternatives and identify the alternatives that best meet the screening criteria. The alternatives remaining after this screening process shall be carried forward for evaluation in the EIS. The Contractor shall assume that up to six (6)

alternatives, with potential for a maximum of up to two (2) sub-alternatives each, will be carried forward for detailed analysis in the EIS, including the No Action Alternative.

Subtask 2.4 - Project Description

The proposed action will be the proposed coordinated operation of the CVP and SWP with new conveyance facilities and associated conservation measures proposed in the BDCP. The Contractor shall describe in detail the action alternatives carried forward from the Alternatives Screening Task, including the No Action Alternative. An Administrative Draft Project Description TM shall be submitted to Reclamation for review, comment and approval. Changes and adjustments shall be made to the Administrative Draft Project Description based on comments from Reclamation and associated stakeholders (such as DWR, FWS, NMFS, and NEPA cooperating agencies). The Contractor shall prepare and submit a Final Administrative Draft Project Description TM incorporating appropriate comments from Reclamation and stakeholders. The deliverable from this task will be used as the Draft Project Description and Alternatives section for inclusion in the Administrative Draft EIS.

Task 2 Deliverables:

- 1) Draft and Final Purpose and Need Statement – electronic copy
- 2) Draft and Final Background – electronic copy
- 3) Draft Project Description (including Purpose and Need Statement and Background) TM – ten (10) hard copies and ten (10) CDs
- 4) Final Project Description TM (including Purpose and Need Statement and Background) - ten (10) hard copies and ten (10) CDs
- 5) Draft and Final Development of Alternatives TM - ten (10) hard copies and ten (10) CDs

Task 3: Draft EIS

The Contractor shall prepare the Draft EIS in accordance with NEPA, as amended, the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA (40 Code of Federal Regulations (CFR) Part 1500-1508), the Department of Interior's (DOI) regulations for implementing NEPA (43 CFR Part 46), and the Reclamation NEPA Handbook (latest version available). The Draft EIS shall include, but not limited to, an affected environment, effects analyses, and cumulative effects analyses for the following resources in the physical, biological, and socioeconomic environment, at a minimum:

- ☐ Surface water supply and management
- ☐ Water quality
- ☐ Groundwater resources
- ☐ Geology, soils and seismicity
- ☐ Air quality
- ☐ Climate Change
- ☐ Flood control
- ☐ Visual resources
- ☐ Fisheries and aquatic ecosystems
- ☐ Vegetation and wildlife

- Agricultural land use
- Socioeconomics
- Power
- Recreation
- Environmental justice
- Indian trust assets
- Cultural resources
- Other NEPA required sections related to growth inducement, long-term commitment of resources, etc.

Subtask 3.1 - Affected Environment

The Contractor shall describe the affected environment for the environmental resources to be evaluated. The level of detail shall be consistent with the level of detail needed to analyze the environmental effects of implementing the various alternatives on the physical, biological, and socioeconomic resources. Data shall be compiled and presented in technical appendices, as needed, and summarized in the body of the EIS. The technical appendices and summaries shall include sufficient detail to be directly used for alternative analyses.

Subtask 3.2 - Analytical Tools

The Contractor shall identify appropriate tools (e.g., models, research, business practices) to be used to evaluate impacts to the physical, biological, and socioeconomic environment. It is assumed that various hydrologic and hydrodynamic models, temperature models, biological models for different life stages of fish species, statistical relationships between physical conditions and fish species, conceptual models for ecological conditions and individual fish species, and habitat models for fish, wildlife and plants may be required to evaluate biological impacts using best available science. It is assumed that CalSim II (or CalSim III if ready) and DSM2 will be used for water supply and water quality modeling (or best peer reviewed models). Potential biological impacts of the alternatives may be evaluated using the Upper Sacramento River Water Quality Model (USRWQM), Reclamation Temperature Model, Reclamation Salmon Mortality Model, SALMOD, DSM2 Particle Tracking Model (PTM), etc. (or best scientifically valid peer reviewed models available with coordination from Reclamation, DWR, USFWS, and NMFS).

The primary model that will form the basis of the groundwater analysis is the United States Geological Survey (USGS) Central Valley Hydrologic Model (CVHM) and the Central Valley Hydrologic Model-Delta (CVHM-D). These models are three-dimensional, finite-difference groundwater flow models that cover the Central Valley of California, including the Delta, to perform the groundwater impacts assessment for the CVP and SWP service areas. These models have been specifically developed to assess impacts to due to surface water scarcity in these areas of California.

The primary model that will form the basis of the agricultural economic analysis is the SWAP model for the Central Valley. The primary model that will form the basis of the analysis of municipal and industrial users is the LCPSIM model for Southern California and Bay Area. The

regional economic effects of income and employment on primary, secondary, and tertiary sectors will be evaluated using IMPLAN.

The Contractor shall provide technical review of model application and analysis in support of Reclamation. This will include review of appropriate modeling simulations that include hydrodynamics, water quality, water temperature, and regulatory simulation of the CVP and SWP system at both an existing and future level of development. The modeling will represent operational and regulatory conditions such as the 1986 Coordinated Operations Agreement (COA), the State Water Resources Control Board (SWRCB) Decision 1641, the Central Valley Improvement Act (CVPIA), water transfers, using assumptions acceptable to Reclamation. Evaluation and analysis of the simulation results may include, for example: impacts to the X2 Standard, Export/Inflow ratio and VAMP as defined in the 1995 SWRCB Water Quality Control Plan. The Contractor shall prepare a technical memorandum documenting the assumptions and review of model application results. The Contractor will provide summary tables of all of the assumptions that went into the appropriate models. The Contractor shall also prepare the technical appendix write up on CalSim II (or CalSim II if appropriate) modeling.

If necessary, the Contractor shall suggest modifications to existing tools. The Contractor shall review the recommended tools and applicable modifications with Reclamation for final selection. Development of new tools is not anticipated.

Subtask 3.3 - Effects Analysis

The Contractor shall provide full analyses for all environmental resources for up to six (6) alternatives (with up to two potential sub-alternatives each), including the No Action Alternative. The analytical tools selected and modified in Subtask 3.2 shall be used to assess the performance of the alternatives. Some amount of iteration between analytical tools and alternatives evaluation should be anticipated as part of this process. Resource areas that cannot be assessed using analytical tools shall be assessed based on other quantitative tools or in a qualitative manner. The action alternatives shall be compared to the No Action Alternative to determine effects. In addition, a comparison of the action alternatives to the existing conditions shall also be displayed, if applicable. The evaluation of effects shall be described in both quantitative and qualitative terms.

Subtask 3.4 - Cumulative Effects Analysis

Cumulative effects shall include all other actions being considered by any federal, state, or local agency that are technically feasible and reasonably foreseeable. The analysis shall include other processes that may affect the operational framework of the CVP/SWP. Projects included may be different for each environmental resource. The Contractor shall document the cumulative effects methodology in a technical memorandum for Reclamation's review. The methodology shall include potential projects to be included in the cumulative analysis. Reclamation will provide comments on the methodology, which shall be incorporated in the Draft EIS as directed by Reclamation. The cumulative effects analysis will not include modeling simulations.

Subtask 3.5 - Mitigation Measures

The Contractor shall develop and analyze mitigation measures necessary to avoid, offset, or otherwise reduce impacts. The Draft EIS shall present measures that partially or fully mitigate impacts associated with the alternatives. An analysis of the mitigation measures shall be performed to determine the possibility of indirect impacts due to the implementation of mitigation measures. The Contractor shall provide Reclamation with a draft Mitigation Measures TM for review and comment. The revised Mitigation Measures TM that reflects Reclamation's comments will be the basis of the Mitigation Measures identified in the Draft EIS.

Subtask 3.6 - Administrative Draft EIS

The Contractor shall prepare an Administrative Draft EIS (Admin Draft), including all the applicable sections in the subtasks above, Technical Appendices and supporting figures and graphics. The Admin Draft shall be organized and formatted to meet NEPA requirements and include sections related to regulatory compliance, consultation and coordination, list of preparers, references, etc. Reclamation and the NEPA cooperating agencies shall review the document and provide comments to the Contractor.

Subtask 3.7 - Backcheck Review Draft EIS

The Contractor shall review the comments on the Admin Draft, revise the text accordingly, and prepare a Backcheck Review Draft EIS (Backcheck Draft). The Contractor shall document the manner in which each comment has been addressed in the document. The Contractor shall prepare a Public Draft EIS for public distribution that incorporates Reclamation and cooperating agency comments on the Admin Draft and Backcheck Draft of the EIS. The Contractor shall make available up to five (5) printed copies of the preliminary print-ready Public Draft EIS for Reclamation's final review and approval. The Contractor shall assume limited comments on the print-ready draft.

Subtask 3.8 - Public Draft EIS

Upon Reclamation final review and acceptance, the Contractor shall make requested text revisions and prepare and duplicate the Public Draft EIS and Appendices for public release. The Contractor shall prepare draft and final Notices of Availability (NOAs) for publication in the Federal Register. A draft NOA shall be provided to Reclamation for review and comment. Upon incorporating Reclamation's comments, the Contractor shall provide a final NOA to Reclamation for the Federal Register. The Contractor shall also provide a draft press release to be used by Reclamation's Public Affairs Office to notify the public about the availability of the Draft EIS.

Task 3 Deliverables: (includes mailing to NEPA cooperating agencies and public when appropriate, and distribution to select libraries):

- 1) Draft and Final Analytical Tools List - electronic copy
- 2) Draft Cumulative Effects Methodology Memorandum - electronic copy
- 3) Draft Mitigation Measures TM- electronic copy

- 4) Administrative Draft EIS - twenty (20) hard copies (up to 5,000 pages) with one (1) hard copy of the appendices, twenty (20) CDs including full Admin Draft and appendices, one (1) electronic version formatted for posting on Reclamation's website.
- 5) Backcheck Draft EIS - twenty (20) hard copies (up to 5,000 pages) with one (1) hard copy of appendices, twenty (20) CDs
- 6) Print-Ready Draft EIS - five (5) hard copies (up to 5,000 pages) with appendices on CD
- 7) Pubic Draft EIS - fifty (50) hard copies (up to 5,000 pages) with five (5) hard copies of appendices, one hundred (100) CDs that includes full Draft EIS and Appendices, one (1) electronic version formatted for posting on Reclamation's website.
- 8) Draft and Final Notices of Availability - electronic copy

Task 4: Administrative Record

Under this task, the Contractor with Reclamation coordination shall identify, acquire, and organize the administrative record (AR) documenting the decision-making process and the basis for the agencies' decision during development of the Draft EIS. The AR shall consist of all documents and materials directly or indirectly considered by Reclamation decision-makers. The Contractor shall provide a Technical Memorandum as to how the AR will be organized.

The Contractor shall compile all documents and materials identified by Reclamation primarily through discussions with Reclamation personnel and consultant and sub-consultant staff. The Contractor shall methodically search the Contractor's files and the files of sub-contractors to determine the types and extent of materials in their possession. If requested, the Contractor shall assist Reclamation in searching Reclamation records.

The Contractor shall compile all identified records (final meeting notes, technical memorandums, presentation materials, reports, letters, memorandums, electronic mail, faxes, etc.) to be included in the AR. The Contractor shall develop an AR organization outline for Reclamation's approval. Once approved, the Contractor shall organize and prepare the AR and deliver it to Reclamation at project's end. Approximately two (2) meetings with Reclamation will be needed to perform this task.

Task 4 Deliverables:

- 1) AR Outline – one (1) hard copy and electronic copy
- 2) AR Technical Memorandum – one (1) hard copy and an electronic copy
- 3) Complete AR - electronic copy (CD or DVD)

Task 5: Project Management

Subtask 5.1 - Project Management Plan and Schedule

The Contractor shall develop a Project Management Plan (PMP), risk assessment process, quality assessment/quality control plan, work sequence diagram and schedules for completing all tasks for NEPA compliance. The project schedule shall address each task and subtask and include start/finish dates, total duration in days, and key milestone dates. The PMP shall also

include names, titles, telephone numbers, email addresses of key individuals working on the project and include a project organization chart and project responsibilities matrix. The Contractor shall develop the PMP with input from Reclamation. A Draft PMP shall be submitted to Reclamation for review, comment, and approval. The Contractor shall incorporate comments on the Draft PMP into a Final PMP.

The Final PMP will be considered as a living document in which the Contractor will be expected to periodically update over the full performance period of this Task Order. It is believed that changes to the Final PMP will be primarily focused on updating the schedules and work sequence diagrams.

Subtask 5.2 - Project Controls and Meetings

The Contractor shall manage the project scope, budget, and schedule. This subtask addresses general project management efforts, including, but not limited to:

- ☐ Invoicing and monthly progress reports,
- ☐ Oversight of day to-day project activities and preparation of deliverables,
- ☐ Correspondence with Reclamation and stakeholders,
- ☐ Consultant project team management, and
- ☐ Document control (library)
- ☐ 508 Compliance (ensuring all electronically posted documents are compliant with Section 508 Amendment to the Rehabilitation Act of 1973 and in accordance to Reclamation Standards).
- ☐ Reclamation Visual Identity standards (ensure all electronically posted and final documents meet Reclamation's Visual Identity standards).

The Contractor shall meet with Reclamation and other stakeholders, as needed, on a monthly basis through the duration of the project to report on project progress and review task milestones. The Contractor shall facilitate these meetings, provide meeting agendas, develop presentation materials describing project progress, and prepare meeting summary notes. The Contractor shall assume weekly conference calls with Reclamation between meetings.

Task 5 Deliverables:

- 1) Draft PMP/schedule -- electronic copy
- 2) Final PMP/schedule -- electronic copy
- 3) Monthly invoices/progress reports - one (1) hard copy to Reclamation's Contracting Officer, electronic copy to Reclamation's COR
- 4) Meeting agendas materials, meeting notes -- electronic copies

Task 6 - Optional: Final EIS

Based on public and agency comments on the Public Draft EIS, the Contractor shall develop a Final EIS.

Subtask 6.1 Optional - Responses to Comments

The Contractor shall develop the strategy for identifying and responding to comments received during the public review and comment period. The strategy shall be presented by the Contractor and discussed with Reclamation and the NEPA cooperating agencies. The Contractor shall create and maintain a process for tracking comments and developing responses. The Contractor shall track comments by commenter, issue, and environmental resource area. It is assumed that up to 5,000 separate comments will be received.

The Contractor shall be responsible for meeting NEPA requirements of responding to comments received on the Public Draft EIS. The Contractor shall summarize the major issues from comments received on the Draft EIS. Draft responses shall be prepared consistent with the approved strategy. The Contractor shall provide Draft Responses to Reclamation and the NEPA cooperating agencies for review prior to the completion of the Administrative Final EIS. Backcheck review of the responses to comments shall take place during the review of the Administrative Final EIS. The Contractor shall prepare final responses to comments to be published as a part of the Final EIS that addresses Reclamation and NEPA cooperating agencies' comments.

Subtask 6.2 Optional - Administrative Final EIS

The Contractor shall prepare an Administrative Final EIS (Admin Final), including all Technical Appendices. The Admin Final shall include strike out text for deletions and italics for additions or clarifications made to the Draft EIS. Reclamation and the cooperating agencies shall review the document and provide comments to the Contractor. The Contractor shall present and facilitate discussions to resolve issues resulting from the comments.

Subtask 6.3 Optional - Backcheck Final EIS

The Contractor shall review the comments on the Admin Final and revise the text accordingly in a Backcheck Final EIS (Backcheck Final). The Contractor shall document the manner in which each comment has been addressed in the document. The Contractor shall prepare a Final EIS for public distribution that incorporates agency comments on the Admin Draft and Backcheck Draft of the EIS. The Contractor shall make available up to five (5) copies of the preliminary print-ready Public Final EIS for Reclamation's final review and approval. The Contractor shall assume limited comments on the print-ready draft.

Subtask 6.4 Optional- Final EIS

Upon Reclamation's final review and acceptance, the Contractor shall make requested text revisions and prepare the Final EIS and appendices for public release. The Contractor shall prepare draft and final NOAs for publication in the Federal Register. A draft NOA shall be provided to Reclamation for review and comment. The Contractor shall also provide Reclamation with the final NOA that reflects comments on the draft NOA.

Task 6 Optional Deliverables: (includes mailing to NEPA cooperating agencies and public when appropriate, and distribution to select libraries):

- 1) Comment/Response Summary – electronic copy and five (5) hard copies
- 2) Administrative Final EIS – twenty (20) hard copies (up to 7,000 pages) with one (1) hard copy of appendices, twenty (20) CDs with full Administrative Final EIS and Appendices, one (1) electronic version formatted for posting on Reclamation's website
- 3) Backcheck Final EIS - twenty (20) hard copies (up to 7,000 pages) with one (one) hard copy of appendices, twenty (20) CDs with Backcheck Final EIS and appendices.
- 4) Print Ready Final EIS – five (5) hard copies (up to 7,000 pages) with appendices on CD
- 5) Final EIS - fifty (50) hard copies with 5 (five) hard copy appendices, one hundred (100) CDs with full Final EIS and appendices, one (1) electronic version formatted for posting on Reclamation's website
- 6) Draft and Final NOAs - electronic copy

Task 7 Optional: Record of Decision

The Contractor shall prepare a draft ROD that complies with NEPA and Reclamation's requirements. The draft ROD shall describe the decision, including a summary of comments received on the Final EIS from all sources (both written and verbal comments), mitigation measures to be adopted, a mitigation monitoring and enforcement program, factors considered in the decision, identification of the environmentally preferable alternative, and a discussion of the alternatives considered. The Contractor shall incorporate Reclamation's comments and prepare a revised draft. Reclamation shall finalize the ROD. Reclamation will provide direction to the Contractor on the format, content, and decisions to be documented in the ROD.

Task 7 Optional Deliverables

- 1) Draft and Final ROD – ten (10) hard copies, ten (10) CDs

Task 8 Optional: Administrative Record

This task is a continuation of the above *Task 4 Administrative Record*, assuming ongoing preparation of the AR and compilation of additional materials throughout development of the Final EIS.

Task 8 Option 1 Deliverables:

- 1) Complete AR - electronic copy (CD or DVD)

Task 9 Optional: Project Management

This task is a continuation of the above *Task 5 Project Management*, assuming additional revisions of the PMP and focusing on updating the schedule and work sequence diagrams, as well as ongoing project management meetings and additional deliverables throughout development of the Final EIS.

Task 9 Optional Deliverables:

- 1) Additional revisions to the PMP/schedule – electronic copy
- 2) Additional monthly invoices/progress reports - one (1) hard copy to Reclamation's Contracting Officer, electronic copy to Reclamation's COR
- 3) Additional meeting agendas materials, meeting notes – electronic copies

Task 10 Optional: Environmental Permitting Support

Under this task, the Contractor shall provide Reclamation permitting and compliance assistance to obtain all permits necessary to implement the Proposed Action. Expected permits and compliance include, but are not limited to, the following:

- ☐ Fish and Wildlife Coordination Act
- ☐ National Historic Preservation Act Section 106
- ☐ State Historic Preservation Office Compliance
- ☐ Clean Water Act Section 404, if applicable
- ☐ Clean Water Act Section 401, if applicable
- ☐ Indian Trust Assets, if applicable

Permitting assistance shall include, but may not be limited to the following: preparation of draft and final permit packages and/or application/agreement materials; working with permitting and approval agencies to discuss the Project and Regulatory Compliance approach; and providing technical assistance.

Task 10 Optional Deliverables:

- 1) Draft and final permit application packages – ten (10) hard copies, electronic copies

10.0 Performance Assessment and Disincentives

- (a) Monitoring Performance. During the course of the evaluation period, the COR will track Contractor performance. Interim (mid-term) evaluations may be provided to identify strengths and weaknesses in the Contractor's performance during the period being evaluated. At the end of the period, the COR will assess the Contractor's performance in accordance with the Quality Assurance Surveillance Plan (QASP) and report to the Contracting Officer.
- (b) Contractor Self-Assessment. 6 Following each evaluation period, the Contractor may provide a written self-assessment of its performance to the COR to be considered in its report to the Contracting Officer. The self-assessment shall be submitted not later than 5 working days after the end of each evaluation period. The self-evaluation shall not exceed 1 page per PRS element. The self-assessment shall address both the strengths and weaknesses of the Contractor's performance during the evaluation period. Where deficiencies in performance are noted, the Contractor shall describe the actions planned or taken to correct such deficiencies and avoid their recurrence. The self-assessment itself will NOT be the basis for the Disincentives determination.

- (c) **COR Recommendation.** The COR will consider all evaluations and any other pertinent information, including Contractor self-assessment, and will prepare a report to the Contracting Officer with findings and recommendations. The Contractor will be provided a copy of the draft findings and recommendations of the COR and will be afforded the opportunity to identify factual errors. The COR's draft recommendation is not subject to negotiation and the COR will not engage in discussions with the Contractor. Any errors identified by the Contractor will be addressed by the COR in its final report. The Contractor will be provided a copy of the final COR report at the same time the report is submitted to the Contracting Officer.
- (d) **Payment Determination.** The Contracting Officer may meet with the COR to discuss the COR's report. The Contracting Officer will make a final determination in writing as to the percentage of work successfully completed, and the resulting payment to be made. A copy of the determination will be provided to the Contractor no later than 45 calendar days after the end of the period being evaluated. All Contracting Officer decisions regarding Disincentives are unilateral decisions made solely at the discretion of the Government.
- (e) **Deduction.** Notwithstanding any other clause of this contract, deduction of the Disincentive will be made within the later of 60 days after the end of the evaluation period or 30 days after receipt of an approved invoice.
- (f) **The Quality Assurance Surveillance Plan** is one evaluation method the government uses to surveillance performance to determine whether the Contractor meets the standards of performance as defined in the PWS. The absence of a QASP for any contract requirement, however, shall not detract from its enforceability or limit the rights or remedies of the government under any other provision of the contract in determining the quality of the Contractor performance.

11.0 Attachment/Technical Exhibit List

QUALITY ASSURANCE SURVEILLANCE PLAN (QASP)/ PERFORMANCE REQUIREMENTS SUMMARY (PRS)

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level (*Note - Timeliness is Required for All Tasks Within their Required Timeframes 100% of the Time)	Method of Surveillance
1.1 Stakeholder Coordination and Facilitation	Develop Stakeholder and Public Involvement Plan	The strategy ensures meaningful stakeholder and public involvement throughout the process	Review of draft and final documents and comment resolutions
	Support coordination	All specified meetings are	Observation at

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level (*Note - Timeliness is Required for All Tasks Within their Required Timeframes 100% of the Time)	Method of Surveillance
	with project stakeholders	scheduled, publicized, and attended	meetings
		Adequate technical material and facilitation was provided to support the intended purpose of each meeting	Input from attendees and observation of the meetings
	Provide meeting summaries	Summaries address all technical issues raised and provide a meaningful project description	Review of meeting summaries
1.2 Public Scoping Meetings	Support the Public Scoping Process	Draft and final NOIs are submitted	Review of NOI
		All logistics and planning issues are addressed and resolved before the meetings	Observation of COR
		All required presentation materials are available for review and comment before the meetings	Comparison of materials provided to materials needed
		All scoping meetings are attended by appropriate Contractor staff	Observation at meetings
		All scoping comments are documented in a TM	Review of Scoping Issues TM
1.3 Draft EIS Public Workshops	Support Public Workshops	All logistics and planning issues are resolved before the meetings	Observation of COR
		All required presentation materials are available for review and comment before the meetings	Comparison of materials provided to materials needed
		A certified court reporter is provided for each meeting and verbatim transcripts are made	Review of transcript
		All workshops are attended by appropriate Contractor staff to facilitate the meetings	Observation at meetings
		Complete and thorough	Review of the

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level (*Note - Timeliness is Required for All Tasks Within their Required Timeframes 100% of the Time)	Method of Surveillance
		meeting summaries are provided	summaries provided
2.1 Purpose and Need and Background	Develop Purpose and Need Statement	Meets all applicable NEPA requirements	Review of the document submitted
	Develop the Project Background	All relevant studies and history are included	Review of the document submitted
2.2 No Action Alternative Development	Develop a No Action Alternative/Baseline	Addresses all relevant aspects the project might impact if implemented	Review of the document submitted
	Identify potential differences between the No Action Alternative and Existing Conditions	Clearly characterizes differences between the No Action Alternative and Existing Conditions related to all relevant aspects the project might impact if implemented	Review of the document submitted
2.3 Alternatives Development and Screening	Develop a range of alternatives to the project	Multiple alternatives are developed for screening	Review of the document submitted
	Develop screening criteria and conduct screening process	Screening criteria are meaningful and document the clearly superior alternatives	Review of the document submitted
2.4 Project Description	Coordinate with Reclamation and Stakeholders	Describe in detail the action alternatives carried forward from the Alternative Screening Task, including the No Action Alternative	Review of the Project Description TM
	Develop Project Description TM		
3.1 Affected Environment	Describe the affected environment for the environmental resources to be evaluated	Technical appendices and summaries include sufficient detail to be directly used for alternative analyses	Review of the documents submitted
	Compile and present data in technical appendices (as needed)		
	Summarize data in body of the EIS		

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level (*Note - Timeliness is Required for All Tasks Within their Required Timeframes 100% of the Time)	Method of Surveillance
3.2 Analytical Tools	Provide full analysis of alternatives with appropriate tools	Identify appropriate tools for full analysis of alternatives	Review of the materials submitted
	Prepare a TM documenting assumptions and review of model application	The TM provides technical review of model application and analysis and suggests modifications to existing tools. Ensures that operational and regulatory conditions will be adequately represented in the modeling tools	
	Prepare technical appendix on CalSim II (or CalSim III) modeling	Technical appendix is adequate to understand assumptions and rationale behind the CalSim II (or CalSim II) modeling	
	Prepare analytical tools list	List is comprehensive and provide all the tools necessary to adequately evaluate the Proposed Action and alternatives	
3.3 Effects Analysis	Prepare full analysis for the Proposed Action and alternatives	Quantitative and qualitative analysis is in sufficient detail to meet the requirements for inclusion in the EIS	Review of the document submitted
3.4 Cumulative Effects Analysis	Describe in technical memorandum the cumulative effects methodology	Include all potential projects included in the cumulative analysis	Review Cumulative Effects Methodology Memorandum
	Document the cumulative effects of other actions being considered	All technically feasible and reasonably foreseeable actions have been addressed	Review of the cumulative effects section
3.5 Mitigation Measures	Develop and analyze mitigation measures	Identify, describe and evaluate measures that partially or fully mitigate impacts associated with the Proposed Action and	Review of the Mitigation Measures TM

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level (*Note - Timeliness is Required for All Tasks Within their Required Timeframes 100% of the Time)	Method of Surveillance
		alternatives	
3.6 Administrative Draft EIS	Prepare Administrative Draft EIS with all technical appendices and supporting figures and graphics	Meets all NEPA requirements	Review of the document submitted
3.7 Backcheck Review Draft EIS	Prepare a Backcheck Review Draft EIS	All previous comments are addressed and/or incorporated	Review of the document submitted
3.8 Public Draft EIS	Prepare and duplicate Draft EIS	Document includes all requested revisions	Review of the document released
	Prepare Notice of Availability	Notices meet all legal requirements	Review of Notices
	Prepare draft press release	Press release is adequate to notify the public about the availability of the Draft EIS	Review of the Press Release
4.0 Administrative Record	Prepare an AR outline	Consists of all of the documents and materials directly or indirectly considered by Reclamation decision-maker	Review of outline and AR
	Identify, acquire and organize the AR		
5.1 Project Management Plan and Schedule	Develop a PMP, work sequence diagram, and schedules for completion of all tasks	Schedule shall be comprehensive and ensure that the ROD is signed prior to the Court mandated dates	Review of Work Plan, work sequence diagram and schedule
5.2 Project Controls and Meetings	Manage the project scope, budget, and schedule	Unless unforeseen circumstances outside of the contractor's control occur, the project is completed on time, and with no cost overruns	Review of schedules, invoices, and monthly progress reports
	Prepare invoicing and monthly progress reports		
	Facilitate meetings and conference calls with Reclamation and	Adequately facilitates productive meetings and communications	Observation during meetings and

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level (*Note - Timeliness is Required for All Tasks Within their Required Timeframes 100% of the Time)	Method of Surveillance
	other stakeholders, as needed, on a monthly basis through the duration of the project Provide meeting agendas, materials, and meeting notes	Well prepared for meetings and conference calls	communications Review of meeting agendas, materials and meeting notes
Option 1 Subtask 6.1 Responses to Comments	Develop strategy and process for identifying and responding to comments received	Comments are tracked by commenter, issue and environmental resource area	Review of strategy and process
	Summarize the major issues from comments received	Summaries adequately captures comment	Review comment summaries
	Provide responses to the comments received	Meet all NEPA requirements	Review responses
Option 1 Subtask 6.2 Administrative Final EIS	Prepare Administrative Final EIS with all Technical Appendices	Meets all NEPA requirements Includes strike out text for deletions and italicize additions or clarifications	Review of the document submitted
Option 1 Subtask 6.3 Backcheck Review Final EIS	Prepare a Backcheck Review Final EIS	All previous comments are addressed and/or incorporated	Review of document submitted
Option 1 Subtask 6.4 Public Final EIS	Prepare and duplicate Final EIS	Document includes all requested revisions	Review of the document released
	Prepare Notice of Availability	Notices meet all legal requirements	Review of Notices
Option 1 Task 7.0 Record of Decision	Prepare a Record of Decision	Complies with NEPA and Reclamation's requirements	Review of Record of Decision
Option 1 Task 8.0 Administrative Record	Prepare an AR Outline	Consists of all of the documents and materials directly or indirectly	Review of outline and AR
	Identify, acquire and		

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level (*Note - Timeliness is Required for All Tasks Within their Required Timeframes 100% of the Time)	Method of Surveillance
	organize the AR	considered by Reclamation decision-maker	
Option 1 Task 9.0 Project Management	Complete revisions to the PMP, work sequence diagram, and schedules for completion of all tasks	Schedule shall be comprehensive and ensure that the ROD is signed on schedule	Review of Work Plan, work sequence diagram and schedule
	Continue to manage the project scope, budget, and schedule Continue to prepare invoicing and monthly progress reports	Unless unforeseen circumstances outside of the Contractor's control occur, the project is completed on time, and with no cost overruns	Review of schedules, invoices, and monthly progress reports
	Continue to facilitate meetings and conference calls with Reclamation and other stakeholders, as needed, on a monthly basis through the duration of the project Continue to provide meeting agendas, materials, and meeting notes	Adequately facilitates productive meetings and communications Well prepared for meetings and conference calls	Observation during meetings and communications Review of meeting agendas, materials and meeting notes
Option 1 Task 10.0 Environmental Permitting Support	Prepare draft and final permit packages and/or application/agreement materials	Provide assistance to obtain all permits necessary to implement the Proposed Action	Review of documents submitted and monitoring communications with regulatory and approval agencies
	Work with permitting and approval agency to discuss the project and compliance		

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level (*Note - Timeliness is Required for All Tasks Within their Required Timeframes 100% of the Time)	Method of Surveillance
	approach		
	Provide technical assistance		
Draft Deliverables (Tasks 1, 2, 3 and 6)	Prepare final documents in accordance with the PWS. Documents shall be: 1. Thorough 2. Accurate 3. Timely	Accuracy - 95% of document to be error free	Review of the document submitted
		Timeliness - 100% of all documents are provided on schedule to support the final reports	Review of the document submitted
		Thoroughness – all required elements of the report have been meaningfully addressed	Review of the document submitted
Final Reports (Tasks 1, 2, 3 and 6)		Accuracy - 95% of document to be error free	Review of the document submitted
		Timeliness - 100% of all documents are provided on schedule to support the final	Review of the document submitted